

Date: September 15, 2026
Time: 12:00 PM
Location: Virtual TEAMS Meeting

Attendees:

Here	Voting Committee Members	
X	Raajesh Murugesan	President
X	William Seiberling	President-Elect / CTTC Chair / Alternate
X	Bud Goerke	VP #1 / Research Promotion
X	Kelly Williams	VP #2 / Membership Promotion
X	Charlotte yang	Secretary / Social media / Communications / CTTC Co-Chair
	Cody Cabeza	Treasurer
X	Amer Khalil	BoG 1 / Webmaster
X	Gilmer Rojas	BoG 2 / SA Committee
	Rey Miller	BoG 3 / Honors and Awards

Here	Non- Voting Committee Members	
	Beja Ferrieri	Government Affairs Chair/ Women In ASHRAE Chair/ Chapter Sustainability Chair
X	Matt Walters	Government Affairs Co-Chair
	Tim Theriault	Historian
	Canaan St. Lewis	Reception Committee
X	Ashley Fernandez	Refrigeration Chair
	Susannah Slimp	Women In ASHRAE
	Srecko Markovic	YEA Chair
	Jordan Wing	Golf Chair
X	Jacob Cox	
X	Victor Lopez	

1. CALL TO ORDER

A. ASHRAE Code of Ethics

- i. *In ASHRAE meetings, we will act with honesty, fairness, courtesy, competence, inclusiveness and respect for others, which exemplify our core values of excellence, commitment, integrity, collaboration, volunteerism and diversity, and shall avoid all real or perceived conflicts of interest. Our culture is one of inclusiveness, acknowledging the inherent value and dignity of each individual. We celebrate diverse and inclusive communities, understanding that doing so fuels better, more creative and more thoughtful ideas, solutions and strategies for the Society and the communities our Society serves. We respect and welcome all. (See full Code of Ethics: [ASHRAE Code of Ethics](#))*
- ii. *ASHRAE's Antitrust policy: ASHRAE agrees to comply with the Antitrust Policy as stated in ANSI Essential Requirements. [Antitrust guidelines presentation](#).*

B. Quorum Determination

- i. (9 Voting Members) (Must have a written record of those in attendance.) – 7 Voting member in attendance.

2. REVIEW OF ACTION ITEMS

A. Reviews last meeting minutes – Uploaded to website

B. Discuss any ongoing projects or unfinished business from the past meeting.

- i. RP Training – Bud can't attend. Is Will available to join? **Will is going to reach out to Raaj if he's able to make it. Kelly is available to go if needed.**
- ii. Tax Exemption Status – Talked with IRS (Updates from Raaj). **Raaj spoke to IRS last Friday. Needs to file 1023. \$600 fee. File to original date to avoid business tax. Amer will reach out to Cody.**
- iii. Tax filing – Status – Tax filing needed for 6 years: Paper filing (updates from Cody) **3 years paper filing is ready – need to work on the next 3 years**
- iv. Hire a tax expert – Krista for 501C3 Tax filing & guidance for tax status reinstatement. **Reach out to Krista once Cody is finished with last 3 years paper filing**
- v. Hire someone for Audit – Auditing completed. Payment to Jessica (Updates from Raaj) **Raaj will coordinate with Cody**
- vi. Annual Sponsorship – E-blast sent, waiting for someone to buy. **No sponsorships sold yet. VCS, ICS, Stan Weaver, B&I and a few others may be interested. EMCOR ESIS turn of the year possibly.**
- vii. Treasurer Credential & bank account transfer – Bud to coordinate with Cody. **Raaj will help coordinate after reaching out to Cody**
- viii. Website Update – Website updated. **Raaj will help with training for Amer, Charlotte, Will and anyone else interested. Raaj will meet up with Marlon to find WordPress contact to help train us on website and event creation.**
- ix. USF Branch – Updates from Gilmer on Student branch active status (USF). Connect with Southern Technical College. **Gilmer has been in touch with students. Creating plans to bring awareness to USF and ASHRAE. Looking for potential speakers to teach all what we do. Charlotte is giving photos to Kirtina for presentation. Southern Technical College is only active student chapter – Kelly is willing to make new contacts. Polytechnic – 15 min away from Kelly with strong engineering program (Rey has worked with them for a long time). Matt will reach out to HVAC technical college and Pinellas Tech.**
- x. Meeting venue: Booked Brio.
- xi. Moving Storage units – Moved before 09/25. Volunteers needed for moving storage units. Updates from Gilmer. **Currently paying more than \$300/month. Gilmer has a reserved storage unit \$82/month. Planning for THIS Saturday 9/19 10 AM. Attendees: Gilmer, Raaj, Will, Charlotte. Follow up with Tim for storage shelves.**
- xii. Reimbursement form for expenses. Waiting for someone to buy annual sponsorship or clay shoot sales.
- xiii. T-shirts – Plan for later in the year.

3. Event Updates

i. **Major Events**. **Clay Shoot**. Date: Oct 9th

- . Lead: Bud, Victor, Charlotte
- . Single player and corporate sponsor. Still need to sell more
- . **Golf Tournament**
 - . Date: March 5th
 - . Lead: Jordon – Raaj will meet up with Jordan to discuss
- . **Shrimp Boil**
 - . Date: April TBD
 - . Lead: Will – Contract.
- . **Fishing Derby**
 - . Date: May 1st
 - . Lead: Tim
- . **Refrigeration Tour**
 - . Date: Feb TBD – Considering late January? Or mid-to-late February
 - . Lead: Ashley - Targeting Feb 12 or 18. Sales Rep is proposing two dates to tour and enjoy the game. Ashley will send in some options and the team can review.

ii. Other Events

- . **Holiday Party**
 - . Date: Dec - TBD
 - . Lead: Beja/Amer (WOB) Need to create a calendar program before Oct 1st – need to secure date.
- . **Dinner Meetings**
 - . 2nd Tuesday of the month (Some exceptions) – Will still waiting for speakers to respond to confirm dates for Oct or Nov. Will needs to reach out to DL (Distinguished Lecturers). Onicon is interested in presenting for a future month.
 - . September – 09/23
 - . October -
 - . November
 - . January
 - . February – 2/2 (Society President visit)
 - . March - possibly
 - . April
 - . May (Past President)
- . **Beach Cleanup**
 - . Date: TBD
 - . Lead: Amer/Beja
- . **5K Run**
 - . Date: TBD
 - . Lead: Beja/Gilmer
- . **YEA events**
 - . Date: TBD
 - . Lead: Srecko/Victor

4. Business

A. Presidents Update

- i. PAOE Points for all committees – Reach out to RVC before end of September (Updates from all chairs)

B. Treasurer Update

- i. Cody
 - . Balance in Bank Account
 - . Balance in PayPal
 - . Balance in Venmo
 - . Did we receive checks for chapter dues? July received,
 - . Regional Dues paid?

- . Treasurer monthly training from society – Cody to join
 - C. Membership Promotion Update
 - i. Kelly
 - . Chapter Dues Reminder, some unpaid on members list
 - . Use Kelly's Pegasus email
 - . Kelly and Beja getting in contact with Ruben for MBO – Raaj sent in MBO previously during CRC.
 - . We can sign up for Membership Promotion Items
 - D. Research Promotion Update
 - i. Bud – Bud reaching out to Alessandra for RP Goals
 - . Goal - \$
 - . Paid to Date - \$
 - . RP Scholarship \$1,500
 - E. CTTC Update
 - i. Will
 - F. Other Committee Reports and Updates
 - i. Each committee chair provides an update on their committee's plans and progress.
 - ii. Charlotte – Faces of ASHRAE Podcast
 - iii. Victor – DEI Book Club Discussion – students
 - G. Newsletter
 - i. Charlotte volunteered for annual newsletter – Sent out.
5. Open Discussion
- A. Additional questions, ideas, or concerns.
6. Next Meeting
- A. Date, Time, Location – 10/6
7. Adjournment
- A. Motion – Charlotte
 - B. Second - Gilmer